*All New Haven children, birth through 8 are healthy, safe, thriving in   
nurturing families and prepared to be successful lifelong learners.*

**Operations Committee Minutes**

November 16th, 2015

Time: 10:00-11:30 a.m.

United Way of Greater New Haven

Attendees: Denise Duclos, Janet Alfano, Allyx Schiavone, Tina Mannarino, Stanley Bernard, Jennifer Heath, Eliza Halsey, Yoo Jin Chang

1. Updates
   1. Director search
      1. The Director interviews are completed and the references were received. The hiring committee will be calling references and a decision will be made by Thanksgiving.
   2. CTP/Promise Zone
      1. The CTP meeting scheduled was postponed. The CTP Workgroup Leaders: Jennifer, Tina, and Eliza have contributed more work to the platform. The most updated version will be sent to the committee soon.
   3. Membership appointments
      1. Letters are underway.
   4. Co-Chair
      1. Jayne Gary expressed interest in the co-chair position. This interest may be carried out through the Mayor. The timeline for the co-chair approval is still unknown.
      2. Allyx requested for the outline of co-chair and operations committee responsibilities.
   5. 2 Gen Pilot
      1. Jennifer Heath, Christina Nelson, Sarah Iverson, and a few others connected or involved with the Council attended the first community planning meeting. It was still in the beginning stages of work and the next meeting is scheduled for November 18th, 2015 at the United Way.
2. Discussion on the Dr. Mayo Center
   1. There was discussion on the next steps and concerns about the Dr. Mayo Center. The concerns were the scale of the center, transportation, centralizing/integrating programs and the vision of this model.
   2. There is a need for a follow up with the Mayor and Garth Harries.
   3. Maintenance is willing to present the plan and layout to the Council
   4. Currently it is projected to have children in it next fall with 565 seats.
   5. There was a meeting with Kim to align the Dr. Mayo Center with the CTP. Some questions arose including: What is the plan for facilities? What is the management structure? Who would be the “head” of the building? How will the cafeteria be for a 4 year old? Can we arrange for the buildings NHPS is leaving, specifically Zigler, to secure more seats for the CTP?
   6. The next step will be convening another meeting with Kim and broadening the scope of attendees. This meeting may wait until after Thanksgiving. There is an interest to bring this topic for a conversation at the next council meeting.
3. Committee Work – Issues to discuss to ensure cross-fertilization and alignment?
   1. Quality Committee – Within the action plan, they aim to relocate the resource center and to make decisions about “the week of the young child”. There is a planned Ad Hoc Committee for Workforce Development on December 11 to go over credentials and other workforce issues and to discuss a local BA in EC program of study in New Haven.
   2. Infants and Toddlers Committee – Developmental Screening Surveys have been collected by 26 out of 50 individuals. The next steps will be determined from the result analysis and discussion with the committee.
   3. Enrollment and Access Committee – The committee has decided to start with a smaller region to pilot the common application. They are looking at Fair Haven for a data and information exercise to learn how the process will be carried out within the district and recognize what flags we need to address in order to efficiently make it accessible. They are still within the early stages of their action plan.
4. December Council Agenda
   1. Recommendation from the Infants and Toddlers Committee from the Developmental Survey Data.
   2. Present the City Transformation Plan
   3. Review the co-chair job description
   4. Introduce the new Director
5. Announcements
   1. The 2GEN RFP may be released later, there were no notifications thus far.